

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
SEPTEMBER 27, 2012
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present: President Mike Reid
Vice President Maureen Yanes
Commissioner Susan Aberman
Commissioner Michael W. Alter
Absent: Commissioner Jerry B. Clarito

Others Present: Director/Secretary John V. Ohrlund
Treasurer William G. Schmidt
Superintendent of Recreation and Facilities Michelle Tuft

Absent: Superintendent of Parks Michael Rea

CALL TO ORDER

President Reid called the regular meeting of the Board of Park Commissioners to order at 7:05 p.m., followed by the recitation of the Pledge of Allegiance.

COMMENTS FROM CITIZENS

There were no citizen comments.

CONSENT AGENDA

With no items removed from the Consent Agenda, Commissioner Alter moved to approve the Consent Agenda. Vice President Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried. The Consent Agenda consisted of: Minutes from the Regular Board Meeting of August 21, 2012; Minutes of the Park Services Committee Meeting of September 5, 2012; Bills Payable for the months of August/September 2012; Treasurer's Report; and Staff Reports.

FISCAL YEAR ENDED 04/30/2012 AUDIT AND MANAGEMENT LETTER

Superintendent Schmidt introduced the members of the Park District's auditing firm of Miller Cooper Ltd. that were present at the Board Meeting. Mr. Andrew Mace, of Miller Cooper Ltd., addressed the Board. Mr. Mace stated that the Board previously received a draft of the audit report. Mr. Mace stated that the audit opinion is not included in the draft. It is the opinion of the auditing firm that the financial statements are presented fairly in conformity with generally accepted accounting principles. The audit was a "clean audit." The Skokie Park District employs the best practice of external financial reporting by preparing the comprehensive annual financial reports. The Skokie Park District has received the Government Finance Officers Association (GFOA) award for excellence in financial reporting consecutively for the last nine years.

President Reid inquired about the credit card payments not being deposited on a timely basis. Mr. Mace stated that our internal control discovered the error. Superintendent Schmidt explained how the error occurred with Bank of America and that he now reviews the bank statements daily to ensure that proper credit is given to the Park District. There were no financial implications to the Park District because of this error.

Commissioner Aberman moved to approve the fiscal year ended 04/30/2012 audit and Control Deficiency Letter. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried.

APPROVAL OF PDRMA CONTRACT CONTINUATION

Executive Director Ohrlund explained that the Park District is a member of the Park District Risk Management Agency (PDRMA). PDRMA is an intergovernmental agency that provides liability, property and casualty coverage along with safety training. The current agreement with PDRMA will expire at the end of December 2012. In order for the agreement to be extended for the next 12 years, the Membership Assembly needs to approve the agreement. Executive Director Ohrlund is the Membership Assembly Representative for the Park District and is requesting approval of the agreement.

Commissioner Aberman inquired as to the cost of belonging to PDRMA. Superintendent Schmidt responded that the cost is approximately \$300,000.00 annually.

President Reid inquired about the term of twelve years for the agreement. Executive Director Ohrlund responded that it was the term established in the agreement.

Commissioner Alter moved to authorize the Director to approve the extension of the PDRMA agreement for an additional 12 years. Vice President Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried.

PRESIDENT'S REPORT

President Reid requested to change the date of the regular October board meeting due to Commissioners and staff attending the National Park and Recreation Conference. Dates for the meeting were discussed. It was decided the next regular meeting of the Board of Park Commissioners will be held on Tuesday, October 30, 2012 at 7:00p.m. Vice President Yanes requested that the Board Agenda include a discussion on the NRPA Conference.

COMMISSIONER COMMENTS

Vice President Yanes inquired about the complimentary email received by the Park District. Executive Director Ohrlund stated that it was a glowing email about the District's impact on a family over the years. A copy of the letter will be included in the news clippings for the week and sent out to staff.

President Reid reported that he attended the Touch a Truck at Oakton Center last Saturday. He stated the children really enjoyed the trucks and large equipment.

President Reid and Executive Director Ohrlund attended the 125th Anniversary of the Engine House and 20th Anniversary of Skokie Heritage Museum last Sunday at the museum. There was a silent auction and some of the Historical Society members and staff dressed as local characters of that time period.

President Reid reminded the Commissioners of the request to re-name Terminal Park by members of Herb Sweetow's family. After discussion there was no motion to rename the park after Mr. Sweetow. Commissioner Alter recommended planting and dedicating a tree in the park to honor Mr. Sweetow. Executive Director Ohrlund said he will contact the Sweetow family to see how they would like to proceed with a tree planting.

ADJOURNMENT

A motion was made by Commissioner Alter to adjourn the regular meeting. Vice President Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried. The regular meeting ended at 7:26 p.m.

Michael Reid
President

John V. Ohrlund
Secretary